

United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Montana State Office

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In Reply To:

6100 (924.4) P

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Instruction Memorandum No. MT-2006-004

Expires: 9/30/07

To: Field Managers

From: Deputy State Director, Division of Resources

Subject: National Landscape Conservation System Budget Coding

Program Area: All programs.

Purpose: In the FY06 PTA, it was reiterated how some states need to improve tracking funds spent on National Landscape Conservation System (NLCS) units, and that these states should develop a better system in FY06 to show Congress how funds directed toward NLCS are spent. Some states, including Montana, have had budget reductions due to insufficient tracking of NLCS funds. One main issue has been that NLCS has no specific subactivity; therefore, tracking expenditures is difficult. The following information indicates how Montana will correct this issue in FY06.

Policy/Action:

Monuments: Beginning in FY06, all employees will be required to track expenditures (labor and ops) in national monuments by the monument's organizational code (org code). The org code for Pompeys Pillar National Monument is MT-012 and for the Upper Missouri Breaks National Monument it is MT-066. This means, for example, that someone in the Lewistown FO would charge time (or operations money) working on monument issues to MT-066 instead of MT-060. For those individuals permanently assigned to a monument, this code should automatically show on that person's timesheet; however, for others, they will have to add the org code on the timesheet manually to charge their time. This will not affect how many work months an individual has in the various sub-activities.

Other NLCS Units: Expenditures (labor and ops) in all other NLCS units must be tracked by project codes. Project codes have been required for these NLCS units for many years and are not new; the issue is that employees are not using the project codes correctly. For Montana, NLCS project codes are: Wilderness Study Areas (WSAS), Wilderness (WLDS), Wild and Scenic Rivers (WSRS), and National Scenic and Historic Trails (NSHT).

Timeframe: Effective date is FY06.

Budget Impact: Impact on the budget is minimal.

Background: Please refer to information in the Purpose section above.

Manual/Handbook Sections Affected: None.

Coordination: The WO NLCS office was contacted regarding this direction.

Contact: If you have any questions about this IM, please contact Ruth Miller, NLCS Lead, Montana State Office, at 406-896-5037, ruth_miller@blm.gov.

Signed by: Randy D. Heuscher, Acting DSD, Division of Resources

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